

WHAT IS CLAIMED IS:

1. An image forming apparatus, comprising:

a template determination section for, upon reception of a job including a file to be printed, determining
5 whether or not the job contains a template which indicates that a plurality of files are to be merged;

a job holding section for making the job stored in a storage section when it is determined by the template determination section that the job contains the template;

10 a template analysis section for analyzing based on the template whether or not all jobs containing files to be merged are stored in the storage section; and

a control section for exerting control based on the template so as to merge and print the files contained in
15 all the jobs when it is determined by the template analysis section that all the jobs are stored in the storage section.

2. The image forming apparatus as defined in Claim 1,
20 wherein

the template is contained in a job name.

3. The image forming apparatus as defined in Claim 1,
wherein

the template is serial numbers set for over a plurality of the files.

4. The image forming apparatus as defined in Claim 1,
5 wherein

the template is composed of a pair of a first symbol indicating that a file contained in one job is temporarily stored in the storage section and a second symbol indicating that files temporarily stored in the storage
10 section are merged and printed.

5. The image forming apparatus as defined in Claim 1, wherein

the job contains, other than data and a print
15 execution command of the file, a specific print processing instruction indicating double-sided printing, intensive printing, stapling or punching.

6. The image forming apparatus as defined in Claim 1,
20 wherein

printing of all the jobs is executed in compliance with a specific print processing instruction contained in a last received job among all the jobs.

7. The image forming apparatus as defined in Claim 1,
25 further comprising

a communication section for receiving jobs containing files to be printed via a network.

8. An image forming method, comprising the steps of:

5 determining, upon reception of a job containing a file to be printed, whether or not the job contains a template indicating that a plurality of files are to be merged;

making the job stored in a storage section when it is determined by the above step that the job contains the
10 template;

analyzing based on the template whether or not all jobs containing files to be merged have been stored in the storage section; and

exerting control based on the template so as to merge
15 and print the files contained in all the jobs when it is determined by the above step that all the jobs have been stored in the storage section.

9. The image forming method as defined in Claim 8,
20 wherein

the template is contained in a job name.

10. The image forming method as defined in Claim 8, wherein

the template is serial numbers set for over a plurality of the files.

11. The image forming method as defined in Claim 8,
5 wherein

the template is composed of a pair of a first symbol indicating that a file contained in one job is temporarily stored in the storage section and a second symbol indicating that files temporarily stored in the storage
10 section are merged and printed.

12. The image forming method as defined in Claim 8, wherein

the job contains, other than data and a print
15 execution command of the file, specific print processing instructions indicating double-sided printing, intensive printing, stapling and punching.

13. The image forming method as defined in Claim 8,
20 wherein

printing of all the jobs is executed in compliance with a specific print processing instruction contained in a last received job among all the jobs.

14. The image forming method as defined in Claim 8, wherein

jobs containing files to be printed are received by a communication section via a network.

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15. An image forming system, comprising:

a terminal connected to a network and serving for instructing a job containing a file to be printed;

a printing section connected to the network and
10 serving for executing printing in response to an instruction or control;

a template determination section for determining whether or not the job instructed by the terminal via the network contains a template which indicates that a
15 plurality of files are to be merged;

a job holding section for making the job stored in a storage section when it is determined by the template determination section that the job contains the template;

a template analysis section for analyzing based on the
20 template whether or not all jobs containing files to be merged have been stored in the storage section; and

a control section for exerting control based on the template so as to merge the files contained in all the jobs and make the printing section print the files when it is

determined by the template analysis section that all the jobs have been stored in the storage section.